

Minutes of the 9th AGM: 9 May 2022:

Zoom meeting

- 1 **Welcome** from Chair (Annabel Downs). Annabel advised that the meeting was being recorded only for the purposes of producing the minutes of the meeting.

Attendees: Annabel Downs (chair), Helen Brown, Caroline Gould (MERL), Robert Holden, Mark Loxton, Hal Moggridge, Colin Moore, Barbara Simms, Alan Simson, Helen Tranter, Richard Tranter (part of meeting).

Apologies received: Agreed that apologies would not be recorded and the item would not be included in future AGMs.

Voting: Attendees reminded that only paid up (and honorary) FOLAR members can be proposers, seconders and vote. Annabel also advised that voting for all the relevant items would be done after item 6 on the agenda.

2 **8th AGM (6 May 2021): Draft minutes for approval**

- .1 Corrections: Several minor corrections would be made to the final minutes:
 - Attendees: delete the second “Annabel Downs”;
 - Item 6 VOTING .2: “7th AGM” not “6th AGM”;
 - Item 7.3.2: delete the extra “a” in “with aa focus”;
 - item 10: incorrectly numbered, should be item 8, and “9th AGM” not “8th AGM”.
- .2 Annabel advised that only those who attended the last AGM should vote on the minutes
- .3 Proposed, Helen Brown; seconded, Robert Holden
- .4 Annabel Downs advised that the final minutes would be posted on the FOLAR website

3 **Matters Arising from 8th AGM**

- .1 Annabel Downs advised that all of the matters arising were covered by the Chair’s and Treasurer’s reports or were resolved already, particularly:
 - Item 2.4: minutes posted on website
 - Item 7.1.2: Edward Hutchison had been advised of the procedure for donating books, although they had not been donated yet.
 - Item 7.4.2: David Appleton and all members and FOLAR contacts would be advised about how to access the MERL virtual reading room in the next FOLAR Bulletin. Additionally, FOLAR was progressing raising the profile of the archive at MERL through talks, symposia, and short videos (one of Hal Moggridge had been posted on the FOLAR website and MERL had done a video introducing the archive) [see <https://www.folar.uk/the-archive>]. Details of the videos will also be included in the next FOLAR Bulletin.
- .2 Item 7.5.1: Barbara Simms (course director for the Institute of Historical Research's MA in Garden and Landscape History) advised that the Russell Page research using the MERL archive had been completed last year, but that there were 9 students doing 20th Century topics this year, 4 of which might use the MERL archive (on: James (Jim) Russell; Robin Williams; use of gravel in gardens; landscaping roundabouts).

4 Chair's Report

- .1 Annabel Downs summarised the key points of her report (annexed below), particularly:
 - The *Why so Special* series of talks with the Gardens Trust had been extremely successful in many different ways.
 - Increased membership: at April 2022; individuals 118, practices 5, students 27: compared to 59,7,10 in April 2021 (average 97% increase). Non-member mail list also increased by over 46% to 960 individuals
 - In the coming year: planning to take advantage of the Why so Special series of talks by, for example, considering: site visits, friends groups, advisors on management and maintenance, local live archive, review of criteria for registering parks and gardens; and developing such ideas with The Gardens Trust and subsequently involving Historic England and perhaps lobbying DCMS.
 - 2022 Annual Symposium, 12 November, on Landscape of Housing, at MERL with an associated series of Zoom talks to introduce and compliment it. (See also items 5.3 and 7.1 below).
 - *Who cares* lunch time series of 4 talks in June with MERL at MERL (<https://www.eventbrite.co.uk/e/folar-seminar-series-tickets-327168809717>)
- .2 Annabel congratulated the team on their achievements since the last meeting, and thanked MERL (particularly Guy Baxter and Caroline Gould), LI (particularly Jane Findlay) and The Gardens Trust for their support.
- .3 Annabel advised that Alexandra Rook, Ruth Shelton, and Kristof Fatsar had resigned from the committee, as well as Rosa Virgo (co-opted) and thanked them for all their work for FOLAR; and hence there were 3 vacancies on committee. Anyone interested in being involved with FOLAR should contact us (see item 6.6 below).
- .4 Annabel invited questions on the report.
- .5 Chair's Report: Proposed, Colin Moore; seconded, Barbara Simms.

5 Treasurer's Report

- .1 Annabel Downs advised that Helen Neve was unable to attend the meeting and that Colin Moore would present this item. Colin summarised the key points of Helen's report (annexed below). Additionally, Colin advised that:
 - £2.660 of the almost £9,000 bank balance was ringfenced for the oral history project.
 - the committee were considering options for spending the surplus, for example: tech/digital assistance and an associated budget; offering an honorarium to speakers, perhaps £100 (speakers are already offered expenses for face-to-face talks); contributing to relevant MERL bursaries (as in the past); contributing to other MERL activities. Colin advised that anyone with ideas should make contact so that proposals can be considered by the committee.
- .2 Colin invited questions on the report:
- .3 Helen Brown considered that Zoom events should be continued due to their success financially and other benefits, and also because they included a much more widespread audience; as well as some face-to-face events, although the face-to-face events should also be streamed live (hybrid events). Discussion followed on the difficulty of managing hybrid events, particularly participation by the zoom audience with the chair, speakers and in-room audience; and that such events were much more complex to organise and run, and involve additional staffing. Caroline Gould advised that MERL were currently not experienced with hybrid events but would investigate further and involve FOLAR, perhaps for use for the FOLAR November symposium.

- .4 Colin requested everyone to renew their membership which was due on 1 May, if they hadn't already done so.
- .5 Treasurer's Report: Proposed, Colin Moore; seconded, Robert Holden.

6 Election of members on committee

- 1 Annabel Downs thanked the committee members for all of their efforts during the past year. Colin Moore confirmed that the 3 officers wished to continue for the next year, 6 members of the committee wished to continue, but 3 had recently stepped down, and that the three co-opted members wished to continue as co-opted members; so FOLAR were looking for more committee members and helpers.
- .2 Officers election: Colin proposed that the 3 officers should be voted for all together, which was agreed. Chair, Annabel Downs; Treasurer, Helen Neve; Secretary, Colin Moore: Proposed, Mark Loxton; seconded, Helen Brown
- .3 The other 6 committee members election: Helen Brown, Caroline Fraser, Robert Holden, Hal Moggridge, Mark Loxton, Jan Woudstra. Colin proposed that the 6 other committee members should be voted for all together, which was agreed. Proposed, Colin Moore; seconded Barbara Simms
- .4 Co-opted members of committee: Rupinder Chawlia, Bettina Kirkham and Camilla Beresford
- .5 Activities and roles of members:

LI liaison	Hal Moggridge
Fundraising	Helen Neve, Mark Loxton + vacancy
Promotion	Mark Loxton, Caroline Fraser
Membership	Colin Moore, Helen Neve, + vacancy
Communications	Caroline Fraser + vacancy
Website	Helen Neve, Annabel Downs,
Social media	Rupinder Chawlia (Instagram) + Annabel Downs (Twitter)
Symposia	Robert Holden, Camilla Beresford
Other events	Annabel Downs, Mark Loxton, Robert Holden, Colin Moore; Helen Neve, Camilla Beresford (Eventbrite and Zoom)
Oral history	Helen Neve + vacancy
Acquisitions	Hal Moggridge
Telling stories	Colin Moore, Helen Neve
Second-hand books	Bettina Kirkham
LI 100 project	Robert Holden, Camilla Beresford
Born Digital	vacancy +
Why archives important	Rupinder Chawlia, Caroline Fraser, Annabel Downs
- .6 **Annabel invited anyone to volunteer to assist** with any of the activities of FOLAR, and advised that volunteers were specifically needed to assist with fundraising, events, membership, communications, oral history and the challenge of progressing an archive for born digital material with MERL. Contact anyone on the committee or email info@folar.uk

VOTING

- .1 Colin proposed voting by raising hands, and proposed that since there were already 2 votes for each item (the proposer and seconder) the first vote for each item would be for those against, so that if there were less than 2 votes against then the item was agreed. Both proposals were agreed
- .2 **The minutes of the 8th AGM were agreed** with no votes against
- .3 **The Chair's report was agreed** with no votes against
- .4 **The Treasurer's report was agreed** with no votes against
- .5 **Annabel Downs as Chair, Helen Neve as Treasurer and Colin Moore as Secretary were elected** with no votes against
- .8 **The 6 other members of the committee were elected** with no votes against

7 Any Other Business

- 7.1 Robert Holden asked Caroline Gould whether the covid restriction on the number of people that could be accommodated in the usual room for the annual symposium had been lifted yet. Caroline advised that she would confirm, but thought the restrictions had been lifted for non-teaching, meaning that currently 50 people could be accommodated.
- 7.2 Mark Loxton thanked Annabel, Helen and Colin for all their efforts during the year.
- 7.3 Robert Holden reported that the joint Sheffield University and FOLAR conference in Sheffield on 8-9 September 2022 on Teaching Landscape History was looking very promising including speakers from around the world. He confirmed that anyone could attend and that it would be a hybrid conference (live in Sheffield and on-line). Annabel confirmed that FOLAR would circulate the booking link when available.
[Richard Tranter joined the meeting]
- 7.4 Richard Tranter advised that anecdotally he was aware that the MERL landscape archive was being used for research and that MERL should have details. He also advised that some proposals for funding were including reference to use of the archive. Caroline Gould advised that the information on use of the archive was included in the MERL annual report to the Landscape Institute, and agreed to provide the information in a separate report to FOLAR.
- 7.5 Robert Holden asked Caroline Gould if there was any progress with digital access to the Landscape Design Journals via JSTOR as previously proposed. Caroline advised that the MERL proposal, which would be at no cost to the Landscape Institute (LI) or MERL, had been submitted to LI several years ago but LI had not responded despite reminders. Caroline will discuss again with Guy Baxter and try to progress the issue.
[Alan Simson and Caroline Gould left the meeting]
- 7.6 Helen Brown suggested FOLAR should apply for grants for funding work. She advised that she would put together a note on the topic for the FOLAR committee to consider
- 7.7 Annabel Downs was thanked for being chair of FOLAR for the past year and the coming year, and for chairing this meeting. Annabel thanked Helen and Colin for their assistance during the year.

8 Date of 10th AGM (2022-23):

TBC: May 2023: probably by Zoom

CM 30 May 2023

FOLAR AGM 9 May 2022

Chair's Report

FOLAR is a friends group of landscape architects and other interested parties tasked with supporting and advising The MERL (University of Reading), on behalf of the LI, with regard to maintaining and developing the archive and library.

FOLAR was established to support the Landscape Institute in the delivery of its charitable objects: *'to protect, conserve and enhance the natural and built environment for the benefit of the public by promoting the arts and sciences of Landscape Architecture...and for that purpose to foster and encourage the dissemination of knowledge relating to Landscape Architecture and the promotion of research and education therein...'*

This report outlines FOLAR's activities since May 2021, and our plans and aspirations for the next 12 months. Our previous AGM was May 2021 on zoom and approved minutes will be available on FOLAR website <https://www.folar.uk/minutes>

Summary of May 2021 – May 2022

FOLAR has had a very successful year particularly with the expansion of our programme of zoom talks and the partnership with the Gardens Trust in the **Why so Special?** series of 21 talks celebrating the recent landscapes and gardens added to the Historic England list.

This increased activity has resulted in raising FOLAR's profile and to a new audience. It has boosted our membership numbers and attendees both within the UK and overseas and we have been delighted to receive praise for our success in planning and executing this programme with the Gardens Trust.

Direct and indirect liaison with other organisations has also increased this year, through these talks, through our blogs and also as a result of our current 5 month role as joint chairs (with MERL) of the new Network of European Landscape Archives (NELA).

Covid has had some impact on our activities, but our plans for 2022-23 are for more face-to-face events, continuing zoom talks, building on the relationship with the Gardens Trust, MERL and others, and increasing our activity with some of the other projects that have had to be dormant. We are particularly looking forward to kick starting our Oral History project.

FOLAR's Social Media and members

FOLAR twitter account **@LscapeArchive** in April 2022 has 994 followers, and we are following 951 very interesting others.

FOLAR Membership

FOLAR membership as of 01/4/22	1 April 2021	1 April 2022
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Individual member	59	118
Practice member	7	5
Student member	10	27
Total	76	150

Non-member mail list	655	960
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- All of this activity has only been possible with support from **our members and friends, and The MERL and LI** – thank you all very much. Please keep backing us and coming up with good ideas and offers... and renewed memberships!
- All of this is also only achievable with our dynamic and diversely talented team of people on the **FOLAR Committee**, and so my heartfelt thanks indeed to them for their wit, enthusiasm and ideas for realising a number of our dreams to '*foster and encourage the dissemination of knowledge relating to Landscape Architecture and the promotion of research and education therein...*'
- *Special thanks to Tom Turner and Joy Burgess for help with our recordings and online publishing.*
- *We have said goodbye and many thanks to **Alexandra Rook, Ruth Shelton, Kristof Fatsar** and Rosa Vigo and **hello** to **Camilla Beresford**.*
- Three vacancies on the FOLAR committee. We are seeking **additional recruits** for FOLAR **zoom operations, website, symposia, fund-raising, promotion, and lots of other things!** Very delighted to receive any offers, any time: info@folar.uk !

Activities April 2021 - May 2022

Continuing Promotion of the LI Archive

Sept 2021 – March 2022 **Why So Special?** 21 talks on the recent post war landscapes and gardens added to the Historic England list in August 2020, jointly organised with the Garden Trust. (FOLAR arranged programme and speakers, Gardens Trust organised bookings and recordings). (Recordings to be freely available on FOLAR website)

Nov 2021 **Festival of Britain 1951 and Landscape Design** FOLAR Annual Symposium (on Zoom) with Dr Harriet Atkinson, Dr Alan Powers, Helen Brown and Camilla Beresford, with Brodie McAllister chair. (Recordings to be freely available on FOLAR website)

MERL 51 Voices 51 Objects, online exhibition celebrating 1951; FOLAR's 'voices' heard included Hal Moggridge on Brenda Colvin, Mark Loxton on National Parks and AD on Peter Shepherd and others involved with the South Bank Festival Landscape
<https://merl.reading.ac.uk/explore/online-exhibitions/51-voices/>

August 2021 **Changing attitudes to Open Space and landscape preservation 1920s-30s**
3 talks: CPRE with Dr Francesca Church, Streatham Common Rookery with Dr Lee Heykoop, Open Space Society lantern slide collection and the ideal landscape in early 20c with Dr Katrina Navickas (all freely available on FOLAR website <https://www.folar.uk/folar-talks>)

May 2021 **Women in Landscape Architecture** 4 talks Dr Phil Back on Elisabeth Beazley, Diana Armstrong Bell sculpting the land - own work, Sally Ingram on photographs of Susan Jellicoe; Hal Moggridge on Brenda Colvin (recordings of Beazley and Armstrong Bell freely available on FOLAR website <https://www.folar.uk/folar-talks>)

FOLAR Joined **NELA** (Network of European Landscape Archives) and became joint chairs with MERL Feb–June 2022

BLOGS posted:

Table H and the Crowe and Jellicoe banquet to celebrate 90 birthdays, John Medhurst's account <https://www.folar.uk/blog/table-h-and-the-banquet-8-oct-1990-to-celebrate-the-90-birthdays-of-dame-sylvia-crowe-dbe-ppila-and-sir-geoffrey-jellicoe-cbe-ppila>

Allain Provost and Lynda Harris Transcribed and translated conversation about Provost's work with John Whalley <https://www.folar.uk/blog/a-conversation-with-allain-provost-on-his-work-with-john-whalley> plus FOLAR accessed Provost's archive material from **École Nationale Supérieure de Paysage at Versailles**

Geoffrey Collens to John Peverley transcripts of correspondence (1963)
<https://www.folar.uk/blog/transcripts-of-more-correspondence-from-geoffrey-collens-to-john-peverley>

Gordon Patterson 1928-2021 an obit by Paula Laycock +AD
<https://www.folar.uk/blog/gordon-patterson>

Why So Special? introduction to talk series with the Gardens Trust covering New Town Parks, Commercial Landscapes, Public Housing, Landscape to Private Housing, Private Gardens <https://www.folar.uk/blog/why-so-special>

Forthcoming events for May 2022- April 2023

- June 2022 **Who cares?** Four FOLAR talks, part of MERL series **Time to care** (details to be announced)
- September 8-9 2022 **Future Histories** teaching history in landscape schools
University of Sheffield + FOLAR

- November 12 2022 FOLAR Annual Symposium and exhibition at MERL **Landscape of Housing**

Work in Progress:

- Talks (online) in association with Landscape of Housing symposium
- **Why So Special series** - follow up discussions, visits, talks and actions
- **Women in landscape** - fourth series of talks
- **Born-digital archives meeting** / talks with outside archivists and MERL
- Second series of talks with **the Gardens Trust**
- Getting **FOLAR's ORAL history recordings** underway
- **CPD training for landscape architects** using landscape archives at The MERL – postponed from last year to a future date...
- Continuing to nudge practices to consider safely archiving their significant projects, and continuing to nudge MERL to collect born-digital material.
- **LI centenary** develop plans and project partners to celebrate this event
- Increasing FOLAR membership and sphere of influence
- Increasing links with LI branches and other groups

Continuing Promotion of Landscape Research

FOLAR continues to provide information for PhD students in landscape research and we are extremely encouraged (and excited!) by the topics being covered, and the growing numbers of students.

FOLAR invited as project partner to AHRC Landscapes of Post War Infrastructure - Luca Csepely-Knorr and Richard Brook, Manchester Metropolitan University; events on Zoom during COVID, ongoing

FOLAR invited as partner to AHRC project Women of the Welfare Landscape, Brenda Colvin 100 anniversary and travelling exhibition Luca Csepely-Knorr and Richard Brook, Manchester Metropolitan University, ongoing

FOLAR contributing to proposed AHRC research bid by multi-disciplinary group now led by Sarah Spooner UEA Wellbeing and modern landscape design: unlocking knowledge from the Landscape Institute archive; decision due May-June 2022

FOLAR promoting Niall Williams People Place and Nature podcast interviews

<https://peopleplaceandnature.com/episodes>

Current Committee:

Chair: Annabel Downs

Secretary: Colin Moore

Treasurer Helen Neve

Other members: Helen Brown, Caroline Fraser, Robert Holden, Hal Moggridge, Mark Loxton, Jan Woudstra, **3 vacancies**.

Co-opted members: Rupinder Chawlia, Bettina Kirkham, Camilla Beresford.

Annabel Downs, Chair, 24 April 2022

FOLAR AGM 9 May 2022

Treasurer's Report

Once again, it is a pleasure to report that FOLAR's finances remain in a healthy condition.

For the third year running, the pattern of our accounts is significantly different from that demonstrated in pre-Covid years. The outturn for 2021/22 indicates significantly higher income (up by just over 50%) and even lower outgoings (down by approximately 80%) compared to 2020/21. This is largely due to increasing confidence in working within the constraints of the pandemic and some innovative approaches to events.

The headline figures are as follows:

	Opening Balance	Income	Expenditure	Closing Balance
2021/22	£6,769.65	£2,400.11	£213.88	£8,955.98
2020/21	£6,276.50	£1,572.41	£1,079.26	£6,769.65

The main activity for 2021/22 has been our events programme. Thanks to the enthusiasm and skills of our chair and her team, FOLAR offered a variety of Zoom talks, and a Zoom symposium, during the spring and early summer of 2021. This activity gained us wider recognition, more members and increased income. During the summer we formed a partnership with The Gardens Trust (TGT) to mount the outstandingly successful series, '*Why so Special?*' on iconic post war designed landscapes and gardens. Consisting of 21 separate talks, the series ran from September 2021 to March 2022. The surplus income generated will be split 50/50 between TGT and FOLAR; our share will be banked in the current financial year (ie 2022/23) but will be worth over £2,700. Working with TGT has been a truly excellent experience.

Outlook for Financial Year 2022/23: again, it is difficult to predict the outcomes for the new financial year, but I suggest we can be fairly optimistic, based on performance achieved in 2021/22. Key considerations for the coming year are as follows.

- aim to maintain a variety of membership benefits (including the core offer of events of course) and thus retain a robust membership, and associated income
- aim to re-commence face to face events; these events are more expensive to run than Zoom based meetings, but do have other benefits (including second hand book sales), and are usually priced to create a modest surplus.
- continue to run virtual events; in the past we have 'rewarded' speakers with one year's free membership of FOLAR; we have now agreed to offer Zoom speakers a small honorarium, so virtual event income will reduce to some extent
- develop a much wider range of projects for 2022/23, which can be supported by our currently comfortable financial situation. This will include restarting FOLAR's Oral History Project, but suggestions for other projects to promote the landscape archives would be gratefully received (foliar.members@gmail.com)

And finally - please renew your memberships and encourage others to join as well. We propose to continue the same membership rates for 2022/23, ie £20 for individual members, £50 for practice

members, and free to students. Member benefits will continue to include free tickets for virtual/ Zoom events and reduced ticket prices for face to face events.

In conclusion I am still of the opinion that FOLAR offers good value for money and that our finances will be sufficient to offer a diverse programme of activities throughout the current financial year.

A summary of income and expenditure for 2021/2 is given in the tables below.

Bank balance as of 01/4/21	£6,769.65
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Income received:

Item	Income £	
Membership Subscriptions	1,701.90	
Event income	638.21	
Donations	60.00	
Total		£2,400.11

Expenditure:

Item	Expenditure	
2021 Event expenses	70.00	
Zoom account renewal	143.88	
Total		£213.88

Bank balance as of 31/3/22	£8,955.88
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